

TOWN OF OTEGO

February 11, 2015

The Town Board of the Town of Otego held a regular board meeting on Wednesday, February 11, 2015 at 6:00 pm at the Municipal Building, 3526 State Highway 7, Otego, New York. The purpose of the meeting was to audit the bills and any other business coming before the board.

The following members were present:

Joseph Hurlburt	Town Supervisor
Maryalice Brown	Town Clerk
Terry Brown	Councilperson
George Dolezel	Councilperson
Barbara Stanton	Councilperson
David Sheldon	Councilperson
JR Hurlburt	Highway Supt

Minutes

A motion was made by Terry Brown, seconded by David Stanton, to accept the minutes of the January 11 meeting. Motion: 5 Ayes, 0 Nays

Supervisor's Report

Mr. Hurlburt read the Supervisor's report for January:

General Fund townwide beginning balance:	\$282,805.28
Receipts:	6,974.68
Disbursements:	<u>21,585.31</u>
Ending Balance:	\$268,194.65
General Fund outside village beginning balance:	\$ 10,235.20
Receipts:	85.00
Disbursements:	<u>1,698.95</u>
Ending Balance:	\$ 8,621.25
Highway Fund townwide beginning balance:	\$171,791.22
Receipts:	0
Disbursements:	<u>39,414.96</u>
Ending Balance:	\$132,376.26
Highway Fund outside village beginning balance:	\$338,770.69
Receipts:	12,625.39
Disbursements:	<u>5,500.57</u>
Ending Balance:	\$345,895.51

A motion was made by Barbara Stanton, seconded by Terry Brown, to accept this report as read.

Motion: 5 Ayes, 0 Nays

Dog Control Report

The town clerk gave the DCO report: 2 reports of loose/stray dogs , no dogs taken to the shelter, no tickets issued.

County Representative

Kathy Clark gave her county update: a company is collecting agricultural plastic for recycling; and the county continues to work on shared services; a traffic diversion program has started in the county for people who get traffic infractions.

Code Officer

Dan Wilber has sent out an Order to Remedy to a property on Green St. that has a piece of farm equipment on the town right of way which is a hazard to the public and plows.

Planning Board

Elizabeth Callahan reported for the planning board. The board has accepted a special use permit from Verizon. There will be a public hearing on March 17, followed by the regular planning board meeting.

Highway Report

The highway crew, as expected, has been very busy keeping the roads clear.

Historian

The town clerk read a letter from Helen Groves that she leaves the office of historian with regret but has enjoyed her time and will gladly be a consultant and will help at the Historical Society.

Time Warner

The franchise agreement is still pending. Beth Westfall will get some possible meeting dates from Mr. Hurlburt.

Gardening Initiative

Katie Higgins addressed the board. Her family is involved with the local food pantry. A town resident has gotten a grant and has purchased small planters, dirt, and seeds. The goal is to have recipients of the food pantry grow some fresh vegetables. However, there are enough planters that school groups or others may use the planters and donate the fresh food to the food pantry. Those interested may contact Katie at HickoryHillDanes@yahoo.com or Kathy Holmstrom at 988-7180.

Budget Transfers and Adjustments

A motion was made by David Sheldon, seconded by Terry Brown, to accept the Budget Transfer, Amendments, and Adjustments as attached. Motion: 5 Ayes, 0 Nays.

Credit Card Payments

The following resolution was put forward by David Sheldon, seconded by Terry Brown:

WHEREAS, pursuant to section 5 of the New York State General Municipal Law, the Town is authorized to enter into an agreement with one or more financing agencies or credit card issuers to provide for the acceptance of credit cards as a means of payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligation or other amounts, including penalties, special assessments or interest, owed to the Town; and

WHEREAS, pursuant to section 5-b of the General Municipal Law, the Town is also authorized to provide for the acceptance of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest owed to the Town via a municipal internet website or the website of a third-party vendor that has contracted with the Town to receive such payments on its behalf; and

WHEREAS, the Town Board has determined that it is in the public interest to allow the payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligation or other amounts, including penalties, special assessments or interest by credit card or by internet payment because such methods of payment are convenient for the public, provided such methods of payment can be accomplished in a safe and secure manner;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Otego, Otsego County, New York, as follows:

RESOLVED, that pursuant to section 5 of the GML, the Town Board hereby authorizes the Town Supervisor to enter into an agreement with one financing agency or credit card issuer or credit card processor to provide for the acceptance of credit cards as a means of payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest, owed to the Town, subject to the following terms and conditions:

1. Any such agreement shall be in compliance with the Town's procurement policy:
2. Any such agreement shall govern the terms upon which a credit card proffered as a means of payment shall be accepted or declined;

3. Any such agreement shall govern the manner in and condition upon which the financing agency or credit card issuer or credit card processor or third-party vendor shall remit such payments to the Town;

4. If any such agreement requires a fee for such service, then as a condition of accepting payment by credit card, any person offering payment by credit card shall pay a service fee to the Town, sufficient to cover any fee that the Town may be required to pay to the financing agency or credit card issuer or credit card processor; and

5. The Town Board hereby designates the Town Clerk and the Town Tax Collector as the Town officers charged with the duty of collecting or receiving such credit card payments on behalf of the town.

BE IT FURTHER RESOLVED, that pursuant to section 5-b of the GML, the Town Board hereby authorizes the Town Supervisor to enter into an agreement with one third-party vendor to provide for the acceptance of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest owed to the Town via the internet, subject to the following terms and conditions:

1. Any such agreement shall be in compliance with the Town's procurement policy;

2. The method of payment of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest, shall not be the sole method for the collection of such payments;

3. Any such agreement shall include the manner and condition of such payments via the internet, which shall comply with article three of the New York State Technology Law and any regulations or guidelines promulgated thereunder and shall, at a minimum (a) authenticate the identity of the sender; and (b) ensure the security of the information transmitted;

4. Any such agreement shall require the third-party vendor to provide a confirmation page to the payor following the completion of the internet transaction, which confirmation page shall include: (a) the date the internet transaction was completed and sent by the payor; (b) the amount paid; (c) a unique confirmation number; and (d) a notice advising the payor to print out and retain the confirmation page as a receipt;

5. Any such payments made via the internet shall be considered received by the Town and paid by the payor at the time the internet transaction is completed and sent by the payor; and

6. The Town Board hereby designates the Town Clerk and the Town Tax Collector as the town officers charged with the duty of collecting or receiving such internet payments on behalf of the Town.

Motion: 5 Ayes, 0 Nays.

Town Clerk Annual Report

The town clerk presented her annual report to the board

A motion was made by Barbara Stanton, seconded by David Sheldon, to accept this report.

Motion: 5 Ayes, 0 Nays

Notes from Stuart Anderson

Mr. Anderson gave the board a short synopsis of his attendance at a Public Service Commission hearing on "Renewing our Energy Vision in Albany".

Warrant #2

A motion was made by George Dolezel, seconded by Terry Brown, to pay the warrant in the following amounts: General Fund vouchers # _____ in the amount of \$ _____.

Highway Fund vouchers # _____ in the amount of \$ _____.

Motion: 5 Ayes, 0 Nays

It was decided to audit the justice books on Wednesday, Feb. 25 at 6:00 pm if the judges are available.

The meeting was adjourned at 7:05 pm.

Maryalice Brown
Town Clerk

_____ Town Supervisor

_____ Town Clerk

_____ Councilperson

_____ Councilperson

_____ Councilperson

_____ Councilperson

_____ Highway Supt.